

AGENDA

PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE

1:00 p.m., Wednesday, September 1, 2010

Conference Room B

- I. Call to Order
- II. Minutes: August 18, 2010
- III. Consideration of potential revisions to the Zoning Regulations/Zoning Map
 - a. Identified Regulation Issues Under Active Consideration
 1. Agricultural Regulations
 2. Common Driveway Regulations
 3. Application Submission, Review/Referral/Revisions/Post-Approval Requirements
 4. Refine Specimen Tree Inventory/Preservation Requirements
 5. Historic Preservation Requirements Including Stone Walls
 6. Lighting Requirements
 7. Loading/Waste Disposal Area Requirements
 8. Design Standards for Major Projects
 9. Road and Drainage Standards
 10. Notification Provisions
 11. Setbacks for Patios, Tennis Courts, etc.
 12. Subdivision Requirements for Digital Mapping
 13. Walkway, bikeway/trail improvement requirements
 - b. Zoning Map Issues Under Active Consideration
 1. Refine Institutional Zone (including deletion of RDLI Zone)
 2. King Hill Road Area Zoning
 3. Village District Zoning
 4. Other
 - c. Additional Regulatory Issues
 1. Directional Signs (“For-Sale”, etc)
 2. New Definition of Family/Student Apartments
 3. Other
- IV. Future Meetings- Next meeting is scheduled for 9/16/10 at 1pm in Room B
- V. Adjournment

DRAFT MINUTES
PLANNING & ZONING COMMISSION REGULATORY REVIEW COMMITTEE
Wednesday, August 18, 2010
Conference Room C, Audrey P. Beck Municipal Building

Members present: M. Beal, R. Favretti (2:02-3:45), K. Holt, P. Plante, K. Rawn
Others present: G. Padick, Director of Planning

I. Call to Order

Chairman Beal called the meeting to order at 2:02 p.m.

II. Minutes

5-11-10- Favretti MOVED, Holt seconded, that the 5-11-10 Minutes be approved as distributed. MOTION PASSED with Favretti, Holt and Beal in favor and Rawn and Plante disqualified.

5-25-10- Favretti MOVED, Holt seconded, that the 5-25-10 minutes be approved as distributed. MOTION PASSED with all in favor except Plante who disqualified himself.

III. Consideration of potential fall 2010 revisions to the Zoning Regulations/Zoning Map:

A. Regulation Issues

Padick reviewed with Committee members the thirteen (13) regulation issues identified on the agenda. For each issue, he specifically referred to preliminary findings as documented in 4/27, 5/11 and 5/25 committee minutes and related that draft revisions are being prepared based on these findings. After discussing each of the listed items, members generally indicated that the direction provided in these minutes remained applicable. More specifically with respect to item #3 and new subdivision provisions for preliminary site analysis, committee members emphasized that preliminary reviews should be primarily a staff responsibility with potential assistance from advisory committees but not the Planning and Zoning Commission.

B. Zoning Map Issues

1. Institutional Zone

Padick distributed mapping and permitted use information for the UConn campus area Institutional (I) zone and the existing RDLI zone. He suggested rezoning the existing RDLI one to I and revising the permitted uses in the I zone to incorporate research and development and other commercial uses that may be appropriate for the former RDLI zoned land, which is now UConn's North Campus area. In addition to incorporating the RDLI zone into the I zone, Padick identified four (4) other State owned and used parcels which should be considered for rezoning to I. He also pointed out a few apparent inconsistencies between the current digital zoning map and original maps used for approving the subject zones. These technical issues can be addressed without formal rezoning processes.

2. King Hill Road Planned Business 4 Zone

Padick distributed mapping and permitted use information for the King Hill Road area (PB-4 zone), which includes approximately eight (8) acres of existing parking (X-Lot and Farmer Brown's lot), which could be redeveloped. He pointed out that the existing permitted uses provide for a variety of commercial uses as well as a mixed commercial/multi-family housing category. These existing permitted uses generally are consistent with Plan of Conservation and Development recommendations but they do not address the Plan's suggested orientation toward neighborhood as compared to town-wide uses. Padick noted that Mansfield's two existing Neighborhood Business zones have building square footage restrictions designed to limit intensity of use, but that this orientation does not appear appropriate adjacent to UConn's campus. He also related that student oriented multi-family housing in this area would be consistent with the Plan of Conservation and Development and that existing density provisions need to be reviewed for appropriateness. Padick agreed to work further on potential revisions to the permitted use provisions but that a rezoning to a new classification may not be necessary. It also was noted that adjacent land currently zoned R-90 could be considered appropriate for rezoning to PB-4 or any new zone classification for this area.

3. Village District Zoning

Padick distributed a copy of Section 8-2j of the State Statutes regarding the creation of Village Zones and a copy of the Plan of Conservation and Development mapping of Mansfield's village areas. He noted that at least 12 Connecticut municipalities have established village zones pursuant to this Statute. Alternatively, some towns have adopted special design districts that can incorporate standards not provided for in Section 8-2j.

Members briefly discussed potential village district areas in Mansfield and the associated needs to document each village's special character and establish application review processes. It was agreed to continue reviewing this issue.

It was noted that existing publications already document the history and character of Mansfield's villages and that these resources would facilitate the preparation of village approval criteria. Favretti agreed to work with Padick to further review this potential rezoning issue.

** Favretti left the meeting at about 3:45 p.m.

C. Additional Regulatory Issues

1. Directional Signs

Padick noted that a directional sign issue involving off site real estate signage had been discussed at a PZC meeting and referred to the Committee. After discussion, it was agreed that this issue should be reviewed further. Padick agreed to research how other Towns address off-site real estate signage.

2. Definition of Family/Student Apartments

Padick related that while considering potential permitted uses for the King Hill Road PB-4 area, he concluded that the recently revised definition of family, which reduced to three (3) the number of unrelated individuals who automatically qualify as a family, could present a disincentive to the development of new student oriented multi-family housing developments. He noted that the Plan of Conservation and Development supports additional off-campus student housing developments in appropriate locations proximate to the UConn campus. He suggested that consideration be given to amending the regulations to authorize four (4) unrelated individuals in multi-family housing dwelling units that have been specifically designed for student occupancy and approved by the PZC. Committee members agreed to consider this issue.

IV. Future Meetings

After discussion it was agreed to change the starting time for scheduled Wednesday committee meetings in September and October to 1pm. Staff will send out a specific listing of these meeting dates. It was understood that some revisions may be necessary so that a maximum number of committee members could attend.

V. Adjournment

The meeting was adjourned at 4:02 p.m.

Respectfully submitted,

Katherine Holt, Secretary

Sept. 1, 2010 Draft
Potential Subdivision Revisions
(indicated by Reference or
specific draft wording)

SUBDIVISION REGULATIONS
TOWN OF MANSFIELD, CONNECTICUT

Adopted by the Mansfield
Planning and Zoning Commission

Effective August 15, 2010

(First Effective Date June 1, 1957)

* For the email distribution of
the RRC 9/1/10 meeting
packet, I have included pages
with more detailed revisions.
A hard copy of the entire marked
up regulations will be distributed
Wednesday. 

✓ indicates sections where revisions should be considered

Table of Contents

SECTION 1.0 PURPOSE AND AUTHORITY	7
SECTION 2.0 TITLE	7
SECTION 3.0 DEFINITIONS	7
3.1 SUBDIVISION	7
3.2 RESUBDIVISION	7
3.3 BUILDING AREA ENVELOPE	8
3.4 COMMISSION	8
3.5 CONSTRUCTION STANDARDS	8
3.6 DEVELOPMENT AREA ENVELOPE	8
3.7 HEALTH OFFICIAL	8
3.8 LOT	8
3.9 NATURAL AND MANMADE FEATURES	8
✓ 3.10 PLAN, PRELIMINARY <i>Conceptual</i>	8
3.11 PLAN, FINAL	8
3.12 RESERVE STRIP	8
3.13 SCENERY	8
3.14 SCENIC	8
3.15 STREET	8
3.16 STREET, DEAD-END	9
3.17 SUBDIVIDER	9
✓ 3.18 TREES (SPECIMEN AND GROUPS OF TREES) <i>Significant</i>	9
3.19 VANTAGE POINT	9
3.20 VIEW	9
3.21 VISTA	9
3.22 WETLANDS AND WATERCOURSES	9
✓ 3.23 YIELD PLAN	9
SECTION 4.0 GENERAL PROVISIONS	10
4.1 APPROVED PLAN REQUIRED	10
✓ 4.2 ZONING REGULATIONS	10
4.3 INLAND WETLAND REGULATIONS	10
4.4 PUBLIC HEALTH AND SAFETY	10
4.5 SUBDIVISIONS IN FLOOD HAZARD AREAS	10
✓ 4.6 SOLAR ACCESS - ENERGY-EFFICIENT DESIGN <i>move to Section 7</i>	10
✓ 4.7 PLAN OF CONSERVATION AND DEVELOPMENT <i>move to Section 7</i>	11
4.8 LOTS INAPPROPRIATELY CREATED BETWEEN JUNE 1, 1957 AND JUNE 1, 1967	11
4.9 ADMINISTRATIVE PROCEDURES	11
SECTION 5.0 PRELIMINARY PLAN <i>Subdivision Design Objectives / Design Process</i>	11
5.1 INFORMAL REVIEW <i>Design Objectives</i>	11
5.2 SUGGESTED INFORMATION <i>Subdivision Design Process (Preliminary Review /</i>	12
5.3 BUILDING PROHIBITED <i>Inventory of off-site Influences; Site Analysis</i>	12
5.4 FINAL PLAN REQUIRED <i>Plan; Conceptual Yield Plan and Subdivision Plan</i>	12
SECTION 6.0 FINAL PLANS <i>Soil testing / Preparation of Final Plans</i>	13
✓ 6.1 PLAN REQUIRED	13
✓ 6.2 COMPLETE APPLICATION	13
✓ 6.3 FINAL PLAN REQUIREMENTS	13
6.4 TITLE BLOCK	13
✓ 6.5 FINAL SUBDIVISION MAPS	14
6.6 ADDITIONAL REQUIREMENTS	16
6.7 CONSTRUCTION AND PUBLIC IMPROVEMENT PLANS	16
6.8 PLANS FOR GRADING, FILL AND REMOVAL ACTIVITY	16
6.9 EROSION AND SEDIMENT CONTROL PLAN	16
✓ 6.10 REQUIRED DOCUMENTATION	16
6.11 OPTIONAL DOCUMENTATION	17

6.12	PROCEDURE FOR APPROVING AND RECORDING FINAL SUBDIVISION PLANS.....	17
✓ 6.13	REVISIONS	18
6.14	ENDORSEMENT	19
6.15	FILING AND RECORDING	19
6.16	EXPIRATION	19
6.17	SUBMISSION TO REGIONAL PLANNING COMMISSION	20
6.18	NOTIFICATION TO ADJOINING TOWNS	20
✓ 6.19	WINDHAM WATER WORKS/NOTIFICATION.....	20
✓ 6.20	NOTIFICATION OF ABUTTING PROPERTY OWNERS.....	20
6.21	REQUIRED IMPROVEMENTS AND APPROVAL CONSIDERATIONS -	21
SECTION 7.0 SUBDIVISION DESIGN CRITERIA		22
✓ 7.1	SUBDIVISION LAYOUT <i>Subdivisions in Flood Hazard Areas</i>	22
✓ 7.2	TO ADDRESS THE OBJECTIVES OF SECTION 1, SECTION 7.1 AND OTHER PROVISIONS OF THESE REGULATIONS, IT IS RECOMMENDED THAT SUBDIVISIONS BE DESIGNED IN THE FOLLOWING MANNER: <i>Solar Access/Energy efficient design</i>	22
7.3	LOT FRONTAGE.....	22
7.4	LOT SIZE AND CONFIGURATION.....	22
7.5	BUILDING SETBACK LINES/LOT FRONTAGES	23
7.6	POTENTIAL REDUCTIONS OR WAIVERS OF LOT FRONTAGE AND/OR BUILDING SETBACK LINES.....	24
✓ 7.7	STONE WALLS/ <i>Historic Features</i>	24
✓ 7.8	TREES	24
7.9	DRIVEWAY SLOPE SIGHTLINES AND DRAINAGE	24
✓ 7.10	COMMON DRIVEWAYS	25
✓ 7.11	DRIVEWAY LENGTH STANDARDS	25
SECTION 8.0 STREETS		26
8.1	STREET PLANNING	26
8.2	STREET CONSTRUCTION.....	26
8.3	RIGHT-OF-WAY WIDTH.....	26
8.4	STREET INTERSECTION.....	26
8.5	PERMANENT DEAD-END STREETS.....	27
8.6	TEMPORARY TURNAROUND.....	27
✓ 8.7	EXISTING STREET IMPROVEMENTS	27
8.8	STREET NAMES AND SIGNS.....	28
8.9	STREET LIGHTING.....	28
8.10	STREET TREES	28
8.11	STREET DEDICATION	29
8.12	MONUMENT AND LOT MARKER SPECIFICATIONS	29
✓ SECTION 9.0	SIDEWALKS / <i>Bikeways/Trails</i>	31
SECTION 10.0 DRAINAGE		31
10.1	APPROVED PLAN REQUIRED	31
10.2	FACILITIES TO BE PROVIDED	31
10.3	DRAINAGE - GENERAL REQUIREMENTS	31
10.4	DRAINAGE EASEMENTS	31
10.5	DRAINAGE RIGHTS	31
10.6	EROSION CONTROL.....	31
SECTION 11.0 UTILITIES		32
11.1	UNDERGROUND UTILITIES	32
11.2	WAIVER OF UNDERGROUND UTILITIES.....	32
11.3	SANITARY SEWERS	33
11.4	INDIVIDUAL SUBSURFACE SEWAGE DISPOSAL.....	33
11.5	PUBLIC WATER SUPPLY.....	33
11.6	COMMUNITY WATER SYSTEM	33
11.7	INDIVIDUAL WELLS	33
SECTION 12.0 CONSTRUCTION RESPONSIBILITIES		33

SECTION 13.0 OPEN SPACE, PARK OR PLAYGROUND AREAS	34
13.1 DEDICATION	34
13.2 REFERRALS	35
13.3 CHARACTER OF LAND TO BE DEDICATED	35
13.4 LOCATION OF LAND TO BE DEDICATED	36
13.5 METHODS FOR OPEN SPACE DEDICATION	36
13.6 PAYMENT IN LIEU OF DEDICATION	37
13.7 ACCESS REQUIREMENTS	37
✓ 13.8 SITE IMPROVEMENTS	37
13.9 MONUMENTATION	38
13.10 LEGAL REQUIREMENTS	38
13.11 MODIFICATIONS TO APPROVED DEDICATION ARRANGEMENTS	38
13.12 REVIEW OF PRELIMINARY OPEN SPACE, PARK OR PLAYGROUND PLANS	38
SECTION 14.0 BONDING	39
✓ 14.1 COMPLETION	39
14.2 FILING	39
14.3 UTILITIES	39
14.4 EXTENSION OF COMPLETION DATE	39
14.5 PARTIAL RELEASE	39
14.6 FINAL RELEASE	39
14.7 MAINTENANCE SECURITY	39
14.8 AS-BUILT PLANS	39
SECTION 15.0 WARRANTY DEEDS AND EASEMENTS	40
15.1 PROPERTY COVERED	40
15.2 ESCROW	40
SECTION 16.0 MISCELLANEOUS PROVISIONS	40
16.1 AMENDMENTS	40
16.2 VALIDITY	40
16.3 ENFORCEMENT	40
16.4 SUBDIVISION FEES	40

or (c) diminishes the size of any lot shown thereon and creates an additional building lot, if any of the lots shown thereon have been conveyed after the approval or recording of such map.

3.3 **Building Area Envelope**

Portion of a "Development Area Envelope" within which a house, garage, shed and other structures, swimming pools, outside storage areas and other improvements that are subject to the Schedule of Dimensional Requirements contained in Article VIII of the Mansfield Zoning Regulations, are located.

3.4 **Commission**

The Planning and Zoning Commission of the Town of Mansfield, Connecticut.

3.5 **Construction Standards**

The Town of Mansfield Department of Public Works Engineering and Construction Standards as outlined in the "Engineering Standards and Specifications Ordinance"

3.6 **Development Area Envelope**

Portion of a lot within which a house, garage, shed and other structures, swimming pools, driveways, parking areas, outside storage areas, septic system, septic reserve area, water supply well, utility lines, lawn areas and other site improvements are to be located. Proposed development area envelopes shall meet the minimum area requirements of Article VIII, Section B.6 of the Mansfield Zoning Regulations.

3.7 **Health Official**

The Director of Health of the Eastern Highlands Health District or his authorized agent.

3.8 **Lot**

A separately identified parcel of land designed, plotted or intended for separate occupation or use.

3.9 **Natural and Manmade Features**

Trees, specimens or groupings; agricultural lands including open fields and pastures; water, including ponds, lakes, brooks, streams, rivers, and cascades; ledges, and large rock outcroppings or formations, large hills or ridges, or expanses of valley floors; visible historic sites or features, such as stone walls, individual buildings or groupings of buildings, cemeteries, cellar holes, foundations, or similar features.

3.10 **Plan, Preliminary**

Conceptual. A preliminary subdivision plan prepared after analyzing of site influences and site and neighborhood features and indicating potential streets, lots, open space and other improvements. Conceptual plans are required for subdivisions with potential streets and/or four (4) or more lots, and are reviewed by the Planning staff pursuant to Section 5.
The preliminary drawing(s) and any supporting data indicating the proposed manner and layout of the subdivision (see Section 5.0 for requirements)

3.11 **Plan, Final**

The final map or drawing(s) and all required supporting data upon which the subdivider's plan of subdivision is presented to the Commission for approval (see Section 6.0 for requirements)

3.12 **Reserve Strip**

Land controlling access to an area dedicated or to be dedicated to public use.

3.13 **Scenery**

The general appearance of a place regarding its natural and manmade features, as viewed from particular vantage points with regard to their beauty.

3.14 **Scenic**

Of or relating to natural and manmade features, with regard to their beauty.

3.15 **Street**

Any existing highway that is accepted and actively maintained by either the Town of Mansfield or the State of Connecticut; or any proposed roadway which is shown on a subdivision map approved

by the Planning and Zoning Commission and duly recorded in the Mansfield Land Records and which is formally bonded for completion and dedication to the Town of Mansfield.

3.16 Street, Dead-end

A right-of-way closed at one end with an intersection with a through street at the other end, and also includes the term cul-de-sac street. A street with a temporary turnaround is a dead-end street.

3.17 Subdivider

The owner of record at the time of filing of an approved subdivision or resubdivision plan or, at the time of application, a person holding an option or agreement to purchase land.

3.18 Trees (specimen and groups of trees)

(significant)
Specimen: A fully developed tree, standing singly or in a group, exceeding 9" (nine inches) d.b.h. (diameter breast height) on a proposed lot ^{or} ~~of 6"~~ (six inches) d.b.h. within an existing or proposed street right-of-way. ^{and} Groups of trees, ranging from 6" to 12" (six to twelve inches) d.b.h., of

hardwoods or evergreens, especially as they stand along roadsides or boundaries ^{of existing or} of properties or lots, so as to serve as privacy screens or buffers, or to enhance a public road or way. Groups or masses of trees may be indicated on a plan as a mass, and each tree need not be delineated.

add scenic character to a street.

3.19 Vantage Point

A ground that offers the best advantage for observing scenery.

3.20 View

A sight or prospect of some landscape or extended scene; an extent or area covered by the eye from one vantage point, whether on or off a subdivision site.

3.21 Vista

A view seen through a long or restricted passage, such as between rows or groups of trees or buildings.

3.22 Wetlands and Watercourses

As defined in Section 22a-38 of the Connecticut General Statutes, as may be amended. In case of any question over the meaning of a word, phrase, or sentence whether defined herein or not, the Commission reserves the right to make a determination thereof, being guided in such determination by the purposes and intents of these regulations.

3.23 Yield Plan

A map or maps containing a lot and site improvement layout and additional information, as required by these regulations (see section 6.10.a.6), that demonstrates: compliance with the zoning Schedule of Dimensional Requirements provisions for standard lot size, lot frontage and building setbacks; compliance with all other zoning requirements, including minimum lot area requirements for new lots; and compliance with all subdivision requirements, including the Design Criteria of Section 7 and the Open Space requirements of Section 13.

the lot size and configuration provisions of SECTION 7.

A yield plan must be submitted whenever a subdivider seeks a reduction or waiver of minimum lot frontage (see Section 7.6) or in the R-90 and RAR-90 zones, a lot size of less than 90,000 square feet.

September 1, 2010 DRAFT

Proposed Revisions to the Subdivision Regulations

(New provisions are underlined or otherwise indicated)

(Deletions are bracketed or otherwise indicated)

(Explanatory Notes are provided to assist with an understanding of the proposed revisions. These notes are not part of the proposed zoning revisions.)

1. Delete Existing Section 5 in its entirety and add new Sections 5 as follows:

Section 5.0 Subdivision Design Objectives/Design Process

5.1 Design Objectives

Subdivisions shall be designed in a manner that protects the public's health and safety, promotes goals, policies and recommendations contained in Mansfield's Plan of Conservation and Development, addresses the provisions of Section 1 of these Regulations (Purpose and Authority) and complies with all specific requirements contained or referenced in these regulations. To address these objectives, primary consideration in designing streets, walkways/bikeways and other public improvements, lot layouts, proposed locations for houses, driveways, sanitary systems and other site work and identifying appropriate open space preservation areas shall be:

- a. The protection and enhancement of vehicular and pedestrian safety through the appropriate siting of streets, driveways, walkways, bikeways and trails;
 - b. The protection and enhancement of existing and potential public water supply wells and ground water and surface water quality through appropriate design and installation of sanitary systems, roadways, drainage facilities, house sites and other site improvements;
 - c. The protection and enhancement of natural and manmade features, including wetlands, watercourses, aquifer areas, agricultural lands, hilltops or ridges, historic sites and features, expanses of valley floors and scenic views and vistas on and adjacent to the subdivision site through, wherever appropriate, a clustering of streets and house sites and the identification and preservation of significant open space areas including agricultural lands, interior forests and other land without physical limitations.
 - d. The utilization of a site's natural terrain, avoiding unnecessary re-grading, filling and removal activities.
 - e. The promotion of energy efficient patterns of development and land use, energy conservation and the use of solar and renewable forms of energy through the appropriate siting of streets, driveways and house sites and, whenever appropriate, street, bikeway and walkway/trail connections to neighboring streets and neighborhoods; existing and planned commercial areas; schools parks, and other public facilities and town designated walkway or bicycle routes.
- 

5.2 Design Process

To help achieve the design objectives of Section 5.1, to expedite application reviews, to help reduce application submission costs and to help ensure compliance with all applicable provisions of Mansfield's Zoning and Subdivision Regulations, the following subdivision design process shall be followed.

a. Preliminary Review/Inventory of Off-Site Influences

All prospective subdividers are encouraged to meet with the Director of Planning or other Planning Office Staff to review zoning and subdivision approval criteria and application submission requirements. As another initial step in designing a Mansfield Subdivision, regional, town-wide and neighborhood characteristics should be inventoried and considered with respect to the subject subdivision site. State and regional land use plans, Mansfield's Plan of Conservation and Development, local knowledge and other sources of information should be considered in conducting this inventory of off-site influences.

While all prospective applicants are encouraged to submit and review with the Planning Staff an inventory of off-site influences, whenever a subdivision proposal includes new streets or four (4) or more lots, this inventory is mandatory and shall be submitted by a Connecticut Licensed Landscape Architect in association with the Site Analysis Plan requirements of Section 5.2.b. Where required, a map shall be submitted showing the location of the project site, area factors such as roads and transportation networks, noteworthy topographical and natural resource features, proximate commercial, recreational, educational and cultural land uses and any other external site features that could influence development on the project site.

b. Site Analysis Plan

The second step in designing a Mansfield subdivision shall be an inventory of natural and man-made features on or adjacent to a potential subdivision site. While all prospective applicants are encouraged to submit and review with Planning Staff a Site Analysis Plan (as described below), whenever a subdivision proposal includes new streets or four (4) or more lots, the submittal of a Site Analysis Plan is mandatory. Where required, a Connecticut Licensed Landscape Architect shall prepare and submit to the Director of Planning five (5) copies of a Site Analysis Plan containing the information listed below as applicable to the subject site. This plan shall be submitted in association with an Inventory of Off-Site Influences Plan as per Section 5.2.a.

The submitted plans shall be reviewed by Mansfield staff members and, as deemed appropriate by the Director of Planning, the plans shall be referred to the Conservation Commission, the Open Space Preservation Committee and other advisory committees for review and comment. The Director of Planning shall within forty-five (45) days of receipt provide review comments on the submitted plans. No final subdivision plan involving new streets or four (4) or more lots shall be considered complete and approvable by the Commission unless this Site Analysis Plan and off-site inventory requirement has been met.

The following information shall be included, as applicable to the subject site, on all required Site Analysis Plans:

1. North arrow, scale and date. The scale selected should be one best suited to the site and one that is clear to the reader of the plans.
2. Name of subdivider and subdivision and the name and seal of the Landscape Architect who prepared the plan.

3. Boundaries of tract to be subdivided.
4. Existing contours at two (2) foot intervals. All slopes over 20 percent and watershed divides should be indicated.
5. Existing streets, easements, fences, walkways, bikeways, trails, structures both onsite and immediately adjacent to the site.
6. Wetlands and watercourses including intermittent streams both onsite and immediately adjacent to the site.
7. One Hundred (100) year flood plains, including base flood information on any portion of the land being subdivided which is within flood hazard areas as shown on the Zoning Map and in greater detail in the flood insurance study dated July 1980, and the most current Federal Emergency Management "Floodway" and Flood Insurance Rate Maps.
8. Aquifer areas and public drinking water wells on or within 500 feet of a site.
9. Soil delineations and symbols as per the current U.S.D.A. Natural Resource Conservation Service Soil Survey for Tolland County, CT.
10. On-site and adjacent historic features including: all structures, wells and other utility features, walls and fences regardless of their condition, existing or former walks, paths, drives, trails, etc., curbs and pavement, man-made elements inserted into the ground such as hitching posts, garden or enclosed areas, significant vegetation, remains of old foundations, rip-rapping, arbors, trellises, etc., and any other historic features observed.
11. On-site and adjacent agricultural land with existing uses identified.
12. Areas with potential State and Federally-listed endangered, threatened or special concern species as per the current State and Federal Listed Species and Natural Communities Map published by the Connecticut Geological and Natural History Survey of the Connecticut Department of Environmental Protection; and significant natural flora and fauna communities as per Mansfield's Plan of Conservation and Development mapping.
13. Other natural and man-made features, including rock ledges and rock outcropping, significant trees, tree or shrub groves or masses of groundcover and obvious wildlife habitats.
14. Desirable scenic views and vistas into or out of the site, desirable internal vistas and views and any undesirable views and vistas both off and on-site.
15. On-site and adjacent open space and recreational land with existing uses identified.
16. Off-site nuisances to be screened.
17. Negative site conditions such as dangerous and dilapidated buildings, dead and falling trees, diseased plants, infestation of invasive species, areas of stripped top soil, deposits or junk and refuse.
18. Objectionable noises or odors and their sources both on and off site.
19. Particular micro-climatic conditions that may affect development.
20. Directions of prevailing winter winds and summer breezes.
21. Horizontal angles of the sun (azimuth) on December 21 and June 21.
22. Primary directions of off-site traffic flow and relative volumes; points of connection of site with sidewalks, bikeways and trails, if any.

23. Logical points of ingress and egress to the site; sight lines of possible driveway to road; locations of all trees over 9 inches in diameter (d.b.h.) within sight lines.
24. Tentative notations of possible preservation and conservation areas (areas where development should be discouraged).
25. Tentative identification of areas that are better suited for development.

c. **Conceptual Yield Plan and Subdivision Plan**

Following the analysis and review of off-site influences and site and neighborhood features, the third step in designing a Mansfield Subdivision shall be the preparation of a Conceptual Yield Plan and a Conceptual Subdivision Plan. These plans shall take into account all comments received in association with step two, the Site Analysis Plan review.

✓ All applicants are encouraged to submit to the Planning Office a conceptual Yield Plan and Conceptual Subdivision plan for review prior to the submittal of final plans. However, whenever a subdivision proposal includes new streets or four (4) or more lots, a Connecticut Licensed Landscape Architect shall prepare and submit to the Director of Planning five (5) copies of a conceptual yield plan and a conceptual subdivision plan. The submitted plans shall be reviewed by Mansfield staff members and, as deemed appropriate by the Director of Planning, the plans shall be referred to the Conservation Commission, the Open Space Preservation Committee and other advisory committees for review and comment. Several concept plans may be submitted concurrently. The Director of Planning shall within thirty-five (35) days of receipt provide review comments on the submitted plans. No final subdivision plan involving new streets or four (4) or more lots shall be considered complete and approvable by the Commission unless these conceptual plan requirements have been met. All review comments on conceptual plans shall not be considered as a commitment to approve final plans which are subject to independent review and approval by the Commission.

✓ The conceptual yield plan, which shall be drawn to a scale best suited to the site and allows appropriate review, shall identify potential streets (where applicable), potential lots and potential open space areas that could be developed with standard frontages and lot sizes pursuant to all applicable zoning and subdivision approval criteria. Mansfield's Subdivision Regulations require a yield plan to determine the maximum number of lots that could be developed on a subject site.

The conceptual subdivision plan, which shall be drawn to a scale best suited to the site and allows appropriate review, shall identify potential streets (where applicable), potential lots and potential open space areas that could be developed pursuant to all applicable zoning and subdivision approval criteria, including Mansfield's "Cluster Development" provisions. Section 7.4 of the Subdivision Regulations authorizes the Commission to require new subdivisions to be clustered with reduced lot sizes and larger areas of preserved open space. Section 7.6 includes provisions to reduce or waive lot frontage and setback requirements. A submitted conceptual subdivision plan should reflect an applicant's intended final plan submission subject to soil testing and obtaining more specific site information.

d. Soil Testing/Preparation of Final Plans

Following the receipt of review comments on all submitted concept plans, applicants shall conduct soil testing pursuant to State Health Code requirements and permits issued by Eastern Highlands Health District. Following on-site testing and further analysis, applicants can elect to resubmit conceptual plans pursuant to Section 5.2.c. or prepare final plans pursuant to Section 6. The final plan shall take into account all information obtained through Mansfield's Site Analysis Plan, Conceptual Yield Plan and Conceptual Subdivision Plan process.

Final Subdivision plans shall depict proposed streets, lot lines, building and development area envelopes, house locations, well and septic system locations, open space areas, natural and manmade resources and other details required by Section 6 and other provisions of these Regulations. The final subdivision plan shall address the minimum lot size provisions of the Zoning Regulations, and the number of proposed lots shall be no greater than the number depicted on a finalized yield plan prepared pursuant to Section 6.10.a.6.

Section 6.0 Final Plans

6.1 Plan Required

✓ Except as provided for in Section 4.9, *design process of Section 5* In order for land to be subdivided, all procedures and requirements of this Section (6.0) and other applicable sections of these regulations, including the subdivision ~~design criteria of Section 7,~~ *final* must be complied with. Only plans approved by the Commission may be filed in the office of the Town Clerk.

6.2 Complete Application

✓ The subdivision application shall be considered complete by the Commission when it determines the subdivider has complied with *the design process provisions of section 5 and all submission provisions of section 6.* all the plan requirements. If an application involves activities within regulated areas as defined by the Mansfield Inland Wetland Agency (IWA), the application shall not be received unless a license application for said activities has been received by the IWA and is currently under IWA review; or unless a license for said activities has been approved by the IWA; or unless the proposed activities have been ruled by the IWA to be exempt from licensing requirements. The date of the meeting at which the Commission determines the application is complete shall be designated the official date of submission.

6.3 Final Plan Requirements

- The final plans shall consist of the subdivision map, construction and public improvement plan (if needed), pursuant to Section 6.7 and supportive documentation (Section 6.10 and 6.11) either required herein or as may be required by the Commission.
- All required plans shall be prepared by and shall bear the name, signature and seal of a land surveyor and professional engineer licensed by the State of Connecticut.
- Final plans shall include the name, signature and seal of a landscape architect licensed by the State of Connecticut whenever a subdivision proposal includes new streets or four or more lots, or the Commission determines that a landscape architect is needed to address application requirements and approval criteria including potential impacts on natural and manmade features and scenic views and vistas.
- Final plans shall include the name and signature of a certified soil scientist whenever wetlands or watercourses exist within one hundred fifty feet of proposed building envelopes or the Commission determines that a soil scientist is needed to address application requirements and approval criteria.
- All ^{full sized} plans shall be drawn at a scale of one (1) inch equals forty (40) feet (1"=40') or less. The Commission may permit different scales for large parcels.

✓ All plans shall be submitted on sheets at least 24 inches wide and 36 inches long (24" x 36"). The subdivider shall submit at least 6 copies of all ^{full sized} maps, ~~two of which shall be on Mylar or similar reproducible medium.~~ The Commission may require additional copies.

✓ Upon approval by the Commission, final plans also shall be submitted in digital form AutoCAD R-14 or compatible form acceptable to the Town, ~~(unless specifically waived by the Commission for smaller subdivisions where a digital form is not available).~~ *Alternatively, town staff may accept other forms of digital data that includes property lines, wetland boundaries, drainage and utility locations, easement boundaries and other data contained on a final*

6.4 Title Block

subdivision plan as long as the submitted data can be readily incorporated into the town's digital mapping system. This digital information is needed to appropriately update town records.

On each sheet of plans there shall be a title block containing the following:

- Name and address of subdivider and land owner
- Name, address and seal of licensed land surveyor, licensed professional engineer and, as may be required by Sections 6.3.c and d, a licensed landscape architect and certified soil scientist
- Scale, date when drawings were prepared, north arrow
- Name of subdivision - the name shall not duplicate nor too closely approximate that of any existing subdivision in this or neighboring towns.

→ In addition, the subdivider shall submit fifteen (15) copies of maps reduced to fit paper 11 inches wide and 18 inches long (11" x 18").

- nine (9)
3. Open fields and meadows, woodlands, tree lines, significant trees. The subdivision map shall identify all trees over ~~six (6)~~ ^{nine (9)} inches d.b.h. (diameter breast height) within an existing or proposed street right-of-way or ~~nine (9)~~ ^{nine (9)} inches d.b.h. on a proposed lot that are to be removed in association with road, drainage, driveway, house, septic or underground utility construction. All trees over fifteen (15) inches d.b.h. (diameter breast height) situated on the subdivision site shall be identified, either individually or as part of a group of trees. ^{of or mass} ~~Significant~~ ^{or mass} specimen trees and groups or masses of trees (see definition) that are to be preserved shall be specifically shown and labeled on final plans.
 4. Scenic views and vistas (see definition) within, into or out of the property; hilltops and ridges and expanses of valley floors.
 5. Soil delineations and symbols as per the current U.S.D.A. Natural Resources Conservation Service Soil Survey for Tolland County. Prime farmland soils and stratified drift aquifer areas shall be specifically identified and clearly labeled.
 6. Areas with potential State and Federally-listed endangered, threatened or special concern species as per the current State and Federal Listed Species and Natural Communities Map published by the Connecticut Geological and Natural History Survey of the Connecticut Department of Environmental Protection; and significant natural flora and fauna communities as per Mansfield's Plan of Conservation and Development mapping;
 - k. Names and addresses of abutting property owners, including those across any street;
 - l. Proposed lot layout, lot numbers, square footage of lots and all lot dimensions. Where proposed lots include watercourses, wetland soils, exposed ledge or slopes over twenty (20) percent, the subdivider shall specify on the plans that the lot/area provisions of Article VIII, Section B.6 of the Mansfield Zoning Regulations have been met. A map delineation of the required lot area shall be provided wherever compliance with this requirement is unclear.
 - m. Proposed house and driveway locations with associated grading information. All re-grading and tree removal necessary to address driveway drainage and sightline issues shall be depicted on the subdivision plans. The subdivider shall identify the length of sightline, using sightline criteria outlined in the most current Connecticut Department of Transportation Highway Design Manual that exists or will be achieved for each existing and proposed driveway, and shall demonstrate that each driveway will not exceed a slope of fifteen (15) percent.
 - n. Proposed street layout ^(where applicable) with pavement type and typical street cross-section, right-of-way widths, street names, location of existing and proposed street lights, with design details, street trees, with standard plant specifications; ~~signs and sidewalks, if any;~~
- o. Location of existing and/or proposed septic systems, including reserve areas, wells and underground storage tanks. Proposed septic systems shall be designed for at least a three (3) bedroom home and shall be shown as dotted lines labeled as such. Location and results of all test holes as required, including pertinent soil data. No septic system shall be located so that its operation is impaired by flooding.
 - p. Location, dimensions and size of all property proposed to be set aside for open space, including conservation easement areas or park area, with designation of ownership and purposes thereof;
 - q. Location of all proposed monuments and lot markers (See Section 8.12);
 - r. Proposed building area envelopes and development area envelopes (see definitions) with specified distances from property lines and applicable site features. The building area envelopes shall be shown as dashed lines and appropriately labeled to serve as setback lines in accordance with zoning and subdivision requirements.
 - s. An index map of the proposed subdivision if divided into sections or is of such size that more than one sheet is required;
 - t. The words "Approved by the Mansfield Planning and Zoning Commission", with a designated place for the signature of the Chairman and the date of signing. The words "Approved by the Director of Health", with a designated place for the signature of the Director. The words

→ o. Sidewalks, bikeways, trails and/or other improvements designed to encourage ¹⁵ and enhance safe bicycle and pedestrian use (where applicable see section 9) where required cross-sections and related construction details shall be provided.

acceptable to the Commission for any extension request. In reviewing any extension request, the Commission shall take into account site conditions, the status of required subdivision work, conditions of subdivision approval and any regulatory changes that have occurred since the original approval. Furthermore, the Commission shall cite reasons for any granted extensions. The Commission shall have the right to modify bonding requirements in association with any extension request. Failure to complete subdivision work (as defined by the State Statutes) within the approval period shall result in expiration of the approval.

6.17 Submission to Regional Planning Commission

Whenever a subdivision of land is planned within Mansfield, the area of which will abut or include land of two or more municipalities, one of which is the Town of Mansfield, the Commission shall submit said plan of subdivision to the WINCOG Regional Planning Commission for report, pursuant to Chapter 126, Section 8-26b of the Connecticut General Statutes as amended.

6.18 Notification to Adjoining Towns

In situations where a pending application submitted to the Planning and Zoning Commission involves any of the criteria noted below, the Commission shall notify by Certified Mail, Return Receipt Requested, within 7 days of the receipt of the application, the Clerk of any adjoining municipality of the pending application. No Hearing shall be conducted unless the adjoining municipality has received said notice.

- a. Any portion of the property affected by a decision of the Commission is within five hundred feet of the boundary of the adjoining municipality;
- b. A significant portion of the traffic to the completed project on the site will use streets within the adjoining municipality to enter or exit the site;
- c. A significant portion of the sewer or water drainage from the project on the site will flow through and significantly impact the drainage or sewerage system within the adjoining municipality; or
- d. Water runoff from the improved site will impact streets or other municipal or private property within the adjoining municipality.

6.19 Windham Water Works/Notifications

When an applicant files with the Planning and Zoning Commission an application concerning a subdivision which is within the watershed of the Willimantic Water Works or other water company as defined in Section 25-32a of the General Statutes, the applicant shall provide written notice of the application to the water company (provided such water company has filed a map showing the boundaries of the watershed on the Mansfield Land Records and with the Mansfield Planning and Zoning Commission.) Such notice shall be made by Certified Mail, Return Receipt Requested, and shall be mailed within seven days of the date of the application. The Willimantic Water Works or other such water company, through a representative, appear and be heard at any hearing on any such application.

Connecticut Department of Public Health and the Commissioner of Public Health in a format prescribed by the Commission or such Commissioner.
at the equifer protection area has been delineated in accordance with section 22a-354c, as the case may be.

6.20 Notification of Abutting Property Owners

The applicant shall be responsible for notifying all property owners abutting the site of a proposed subdivision, including property owners across the street from a subject subdivision (as measured at right angles to straight street lines and radial to curved street lines). Said notification, which shall be sent by Certified Mail, Return Receipt Requested, within seven (7) days of the Commission's receipt of the application, shall include mapping that depicts the proposed subdivision. The notice also shall reference the fact that the complete application is available for review in the Mansfield Planning Office. Notification forms (available in the Mansfield Planning Office) shall be utilized for notifying abutting property owners.

that is within an equifer protection area delineated pursuant to Section 22a - 354c of the State Statutes or

approved building area envelopes, that greater setbacks or lot frontages are needed to help protect significant natural and manmade features and/or scenic views and vistas. Where setbacks or lot frontages are increased, the increase shall be clearly and prominently noted on approved subdivision plans and shall be specifically noted on the deeds of the affected and abutting lots.

7.6 Potential Reductions or Waivers of Lot Frontage and/or Building Setback Lines

Pursuant to the provisions of Article VIII, Section B.5 of the Zoning Regulations, the Commission shall have the right to reduce or waive lot frontage requirements and reduce or waive building setback requirements, subject to the criteria below;

- a. The Commission determines that a reduction or waiver will help protect significant natural and manmade features, including aquifer areas, agricultural lands, hilltops or ridges, expanses of valley floors and features along existing roadways and/or scenic views and vistas;
- b. The reduction or waiver does not result in more lots than could be developed under standard frontage or setback requirements for the subject zone classification;
- c. The reductions or waivers reflect the approved building area envelope depicted on subdivision plans;
- d. Any authorized reduction or waiver of lot frontage or building setbacks shall be clearly and prominently noted on approved subdivision plans and shall be specifically noted on the deeds of the affected and abutting lots;
- e. No reductions or waivers of building setbacks shall be approved along the side or rear boundary lines of the subdivision tract unless the abutting property is owned by the applicant;
- f. Whenever a reduction or waiver of lot frontage requirements is approved and other subdivision lots are provided with additional frontage due to the authorized reduction or waiver, the additional lot frontage(s) cannot be utilized in the future for the purposes of qualifying for subsequent subdivision or resubdivision. Whenever reductions or waivers of lot frontage requirements are approved, this requirement shall be noted on the subdivision plans.

7.7 Stone Walls/Historic Features *To the extent*

Subdivisions shall be designed to preserve, where possible after consideration of other regulatory provisions, all existing stone walls, remains of old foundations and any other historic feature on the subject site shall be preserved and maintained. Furthermore wherever possible stone walls shall be used to delineate property lines.
All existing stone walls that need to be removed due to street, driveway, house, septic system or other site construction shall be rebuilt elsewhere on the property, or the stones shall be used to enhance other existing walls on the property, *particularly along new property lines.* *The Commission may require stone wall and other historic features to be included within conservation easements to help ensure long term protection.*
rebuilding or improvements shall be included on the subdivision plans and the Commission shall have the right to require stone wall work to be the responsibility of the subdivider.

7.8 Trees *nine (9)*

- a. No roadside tree over *six (6)* inches d.b.h. (diameter breast height) shall be removed unless the removal is necessary to provide suitable sightlines, to establish suitable driveway or roadside drainage, or to provide suitable underground utility service (see underground utility provisions of section 11.1);
- b. Subdivisions shall be designed to preserve, where possible after consideration of other regulatory provisions, *significant* specimen trees and groups of trees that contribute to Mansfield's scenery and/or help enhance significant man-made and natural features (see definitions of scenery, trees and natural and man-made features).

7.9 Driveway Slope Sightlines and Drainage

No proposed driveway shall exceed slope of fifteen (15) percent, and all existing and proposed driveways shall be reconstructed or improved as necessary or designed and constructed to prevent drainage problems or unsafe driveway sightlines along adjacent streets. All subdividers shall demonstrate with their plans that all necessary regrading, tree removal and drainage improvements have been incorporated. The nature of necessary sightline improvements shall be

September 1, 2010 DRAFT

Proposed Revisions to Section 7.10 and 7.11 of the Subdivision Regulations: Common Driveways; Driveway Length Standards

(New provisions are underlined or otherwise indicated)

(Deletions are bracketed or otherwise indicated)

(Explanatory Notes are provided to assist with an understanding of the proposed revisions. These notes are not part of the proposed zoning revisions.)

7.10 Common Driveways

- a. The use of a common driveway may be authorized or required by the Commission where wetlands, steep slopes or other physical constraints would require extensive grading, filling or tree removal for individual driveways, where common driveways will protect natural and manmade features and scenic views and vistas, or where common driveways will promote other design objectives of these regulations. [Any approved common driveway shall serve no more than three (3) residential lots.] Where common driveways are approved, a driveway easement that establishes maintenance and liability responsibilities shall be depicted on the plans, shall be incorporated onto the deeds of the subject lots and shall be filed on the Land Records.
- b. Except where specifically authorized by the Commission pursuant to this section, any approved common driveway shall serve no more than three (3) residential lots.
By a three-quarters (3/4) vote of the entire Commission (seven (7) votes), the maximum number of residential lots served by a common driveway may be increased to four (4) or five (5) lots. The following factors shall be considered by the Commission in evaluating a potential common driveway serving four (4) or five (5) lots.
 1. Whether the proposed common driveway will significantly reduce environmental impacts.
 2. Whether the proposed common driveway will significantly promote vehicular and/or pedestrian safety.
 3. Whether the proposed common driveway will significantly promote subdivision design objectives contained or referenced in Section 5 of these regulations.
- c. [b.] All sections of a common driveway that include areas that have a slope of ten (10) percent or greater shall be surfaced with an appropriate thickness of bituminous concrete or an equivalent surface approved by the Commission;
- d. [c.] Common driveways serving two (2) or three (3) lots shall have a minimum travel width of twelve (12) feet and minimum load-bearing shoulder widths of two (2) feet. Common driveways serving four (4) or five (5) lots shall have a minimum travel width of twenty (20) feet. All curves along a common driveway shall have a minimum inside radius of twenty-five (25) feet.
- e. All common driveways shall be designed and constructed to safely accommodate fire department apparatus, pursuant to Mansfield's Fire Lane Ordinance (Chapter 125 of the Mansfield Code). Subdivision plans shall include a common driveway cross-section that demonstrates compliance with this requirement.

- f. At all intersections of a common driveway and a street, common driveways shall have a minimum travel width of twenty (20) feet for a minimum length of forty (40) feet. This width is necessary to safely provide for entering and exiting traffic.
- g. [d.] Common driveways shall meet the slope, sightlines and drainage standards of Section 7.9 and the driveway length standards of Section 7.11.
- h. Common driveway improvements shall include the following street number signage:
 - 1. Signage listing the approved street numbers of all dwellings served by a common driveway shall be erected at the intersection of a common driveway and a street. Signage details, including the location and nature of support posts, shall be included on subdivision plans.
 - 2. Signage listing the approved street number of an individual dwelling shall be erected at the intersection of a common driveway and individual driveway. Signage details, including the location and nature of support posts, shall be included on subdivision plans.
- i. Common driveways shall not be used for parking, storage or other uses that could act as an access impediment.
- j. [e.] Common driveways and all associated improvements, including signage, shall be considered the responsibility of a subdivider and shall be completed or bonded pursuant to Mansfield's regulatory requirements, prior to the filing of a subdivision on the Land Records.

7.11 Driveway Length Standards

To help ensure safe and appropriate access to a house site for all vehicles, including emergency vehicles, the following provisions shall apply for all driveways exceeding a length of three hundred (300) feet:

- a. The driveway shall have a minimum travel width of twelve (12) feet and minimum load-bearing shoulder widths of two (2) feet, except for certain common driveway improvements that require a twenty (20) foot minimum travel width. All driveway curves shall have a minimum inside radius of twenty-five (25) feet;
- b. Pull-off areas adjacent to the driveway shall be provided at average intervals of every three hundred (300) feet or as deemed necessary by the Commission due to slope, sightline or other site characteristics. Pull-offs shall have a minimum load-bearing length of forty (40) feet and minimum width of ten (10) feet;
- c. An adequately-sized, located and surfaced turnaround area that will accommodate a fire truck shall be provided. Unless the following distance requirements are waived by the Commission due to specific site characteristics, the turnaround area shall be no closer than seventy-five (75) feet from a house site and no further than two hundred (200) feet from a house site and the turnaround shall be at least thirty (30) feet in length with two (2) foot wide, load-bearing shoulders.

Explanatory Note:

These revisions would allow, subject to specific criteria and a ¾ vote waiver, common driveways to serve four (4) or five (5) residential lots. This change is proposed to provide more flexibility in situations where environmental impacts will be significantly reduced, where traffic safety will be significantly enhanced and/or where increasing the number of homes served by a common driveway would promote subdivision design objectives as documented in the regulations. The revisions also incorporate additional width provisions, street number signage requirements and other requirements designed to enhance safety and help ensure safe emergency vehicle access.

the proposed or future street right-of-way and can demonstrate through a proper design that a road with adequate radii can be constructed; this requirement may be waived by the Commission.

8.5 Permanent Dead-end Streets

- a. Except as noted below in subsections 1 and 2, dead-end streets shall provide access to not more than twenty-five (25) lots or shall not be longer than 2,400 feet, whichever creates the shorter street.
 1. Dead-end streets longer than 2,400 feet may be permitted in an RD/LI-zoned area, provided that an emergency access road acceptable to the PZC is provided, and that the subdivider provides information acceptable to the PZC that the roadway system will be extended to a through street, thereby resulting in future compliance with the 2,400-foot maximum length provision.
 2. Subject to compliance with all other provisions of these regulations and the receipt of any other necessary permits, including an Inland Wetlands license, one additional lot may be permitted by the PZC in situations where a parcel of remaining land from a previous subdivision cannot be reasonably accessed in a safe and environmentally appropriate manner except from the subject dead-end street.
- b. A dead-end shall be considered to begin where it intersects with a through street.
- c. The dead-end street shall be provided with a turnaround designed and constructed to Mansfield Department of Public Works specifications.
- d. Where a dead-end street does not extend to the boundaries of a tract, it shall be generally separated from such boundaries by a distance not less than the minimum lot depth prescribed by the Zoning Regulations in which the proposed subdivision is located.

8.6 Temporary Turnaround

- a. Temporary turnarounds may be required where it can reasonably be expected that the street will continue onto adjoining land in the future or where a permanent dead-end street is shorter than allowed in 8.5 above and said street is likely to be extended to provide access to maximum lots or distance allowed.
- b. Temporary turnarounds shall be designed and constructed to Mansfield Department of Public Works specifications.
- c. Land for a temporary turnaround shall be provided in the form of an easement to the Town, which shall contain a condition for automatic termination of the easement upon extension of the street.
- d. Pavement of the temporary turnaround shall be removed upon the termination of the easement and as a condition of the projection of the street into the adjoining property. The pavement for the temporary turnaround shall be removed by the subdivider who provides the extension of the street, and the same subdivider shall also improve the street in the area of the turnaround to meet specifications of the Mansfield Department of Public Works.

8.7 Existing Street Improvements

Whenever any subdivision is proposed for land fronting on or accessible only by a street or streets that do not meet the Town's current "Engineering Standards and Specifications" requirements as administered by the Mansfield Department of Public Works, and the Commission determines that approval of the subdivision plan would be contrary to the public safety unless such street or streets were altered or improved along the frontage of the proposed subdivision or beyond the limits of the proposed subdivision, the Commission ^{shall consider denial of} ~~may disapprove~~ such plan or ^{shall consider} ~~may condition its~~ approval upon completion of the improvements or alteration of such street or streets by and at the expense of the subdivider, ^{shall} ~~may~~ ^{shall consider} ~~disapprove~~ such plan until the Town Council has authorized expenditures for such improvements.

considering alternative actions
In making the above determination, the Commission shall take into account the width and degree of improvement of the street and its ability to handle the increased volumes of traffic which will be generated by the proposed subdivision, the ability of school buses and emergency vehicles to travel the street safely, the drainage conditions of the street and, ~~generally~~, the ability of any vehicle to use the street safely. *Before taking action, the Commission shall consult with the Town Attorney and consider applicable state statutes and case law pertaining to this issue.* *pedestrian and bicycle safety and*

8.8 Street Names and Signs

- a. A proposed street which joins or is in alignment with an existing street shall bear the same name. All proposed streets serving more than one lot shall have a name which does not duplicate or closely approximate in spelling or sound existing street names in Mansfield or any adjoining city or town.

One street name sign and supporting post shall be installed at all street intersections at the expense of the subdivider and shall conform to the standards of the Town.

8.9 Street Lighting

When required by the Commission, the subdivider shall install streetlights at all intersections, including intersections of new streets with existing streets. The subdivider shall be responsible for all operating and maintenance costs until the streets are accepted by the Town. Street lighting shall be installed in accordance with standards established by the Town. Lighting fixtures shall be selected so as to promote safe intersections while taking into account the goals of minimizing the amount of lighting, preventing undesirable illumination or glare above the site and preventing light spill (undesirable light that falls outside the area of intended illumination).

8.10 Street Trees

All new streets shall include existing or proposed street trees that meet the following standards:

- a. Where possible, after consideration of other regulatory provisions, specimen trees and groups of trees that contribute to scenery and/or help protect significant manmade and natural features shall be preserved within the street right-of-way (see definitions of scenery, trees and natural and manmade features).
- b. At a minimum, existing or proposed trees shall be retained or planted on each side of a new street at an average interval of every forty (40) to sixty (60) feet or as deemed appropriate by the Commission, based on site characteristics.
- c. All new street trees shall be located a minimum of twenty-five (25) feet from any existing or proposed septic system or septic reserve area.
- d. All new street trees shall include a variety of tree species. At time of planting, small trees shall be in the twelve (12) to eighteen (18) foot height range; medium to tall trees shall have a minimum caliper of one and one-half (1.5) to (two) inches.
- e. All new street trees shall be selected by the project landscape architect based on site characteristics, street design, or architecture and tree durability. Where appropriate based on site and neighborhood characteristics, native tree species should be considered. Plants identified in the current State Department of Environmental Protection Agency listing of invasive species shall not be used.
- f. Planting details for all street trees shall be included on the subdivision plans.
- g. The following list is provided as a guide for selecting durable, quality street trees. However, the Commission encourages consideration of additional trees of equivalent quality (see subsection e above).

bikeway, trail and/or other related improvements,

Plan of Conservation and Development designated "Planned Development Areas";

Section 9.0 Sidewalks/Bikeways/trails

Sidewalks may be required by the Commission in all subdivisions within or proximate to commercial areas; in locations proximate to schools, playgrounds, parks and other public facilities; and in areas along or proximate to Town-designated walkway or bicycle priority routes. In determining the need for sidewalks, the Commission shall review the location of the proposed subdivision, and its relationship to commercial areas, school sites, playground areas and other public areas, and the

existing or planned development areas

location and nature of existing sidewalk, bikeway and trail improvements.

Section 10.0 Drainage

Sidewalks, bikeways, trails and/or other improvements designed to encourage and enhance safe bicycle and pedestrian use shall be required unless waived by a three-quarters (3/4) vote of the entire Commission (seven (7) votes).

10.1 Approved Plan Required

No plan of subdivision shall be approved until the Director of Public Works and the Commission have approved the drainage plans.

10.2 Facilities to be Provided

An adequate storm and surface water drainage system shall be provided to all subdivisions so as to protect them from flood hazard and inundation by storm water, springs and other surface waters. The design and construction of all drainage facilities shall be in accordance with the Mansfield Department of Public Works specifications, and a concerted effort shall be made to minimize impervious surfaces and promote onsite groundwater infiltration. Provisions shall be made to dispose of surface water, which now drains naturally into the subdivision from adjoining properties with proper allowance for increased intensity of flow due to future developments.

10.3 Drainage - General Requirements

Natural streams, whether intermittent or year round, shall be left in their natural state and not relocated, dredged, or straightened unless otherwise approved by the Commission and the Inland Wetland Agency and, insofar as practicable, lot layouts shall provide for streams to be at side or rear lot lines or in designated open spaces.

a. Existing watercourses entering the subdivision shall be received and discharged from the subdivision as nearly as possible in the manner as existed prior to construction of the drainage facilities within the subdivision. Runoff originating within a subdivision shall be drained to an adequate outlet.

10.4 Drainage Easements

Where a subdivision is traversed by a watercourse, stream, channel or other natural drainage way, the Commission may require the subdivider to dedicate to the Town a suitable easement for stormwater drainage of adequate width to conform substantially to the lines of such watercourse, and easements shall be a minimum of twenty (20) feet in width and shall be located entirely on one of any two abutting lots.

10.5 Drainage Rights

The subdivider shall acquire all drainage rights and shall be responsible for connecting all new drainage to an existing adequate Town drainage system or to an existing natural watercourse where drainage rights have been acquired.

10.6 Erosion Control

The subdivider shall control erosion by proper design and installation of drainage facilities. This includes preserving trees, plant cover, and topsoil. No steep open slopes shall be created, and excavated areas shall be graded and seeded. All erosion and sediment control provisions of Article VI, section B.4.s of the Zoning Regulations shall be addressed.

add
new standards
for trail
improvements
width, materials
bridge construction
etc.

twenty (20) or more lots. In situations where site improvements are required, the site work shall be depicted and fully documented on final subdivision plans and the site work shall be completed or fully bonded to the Commission's satisfaction before final maps are signed and filed on the Land Records.

b. With the exception of site work that may be required by the provisions of Sections 13.7 and 13.8a or agricultural activities approved by the Commission, all land dedicated as open space or park land shall be left in its natural state by the subdivider and shall not be graded, cleared or used as a repository for stumps, rocks, brush, soil, building materials or debris.

13.9 Monumentation

In all cases where land is dedicated for open space, park or playground use, the subdivider shall be required to place permanent markers on the ground to delineate the boundaries of the land so dedicated. Said markers shall be installed as per the standards cited in Section 8.12.b of these regulations.

In addition, the Commission shall have the right to require subdividers to place markers on trees or four (4) inch diameter cedar posts (where trees are not available or posts are needed to emphasize the boundaries) along open space or conservation easement boundaries.

13.10 Legal Requirements

The subdivider shall propose and the Commission shall determine the form and adequacy of all arrangements for ownership, use and maintenance responsibility for all dedicated open space, park or playground areas and for all conservation easements. All conveyances of rights, title, interest and easements shall be in a form approved by the Town Attorney, shall be accompanied by a Certificate of Title and releases or subordinations of liens and encumbrances where appropriate, and shall be executed and recorded on the Mansfield Land Records prior to or concurrent with the filing of the final subdivision plan, unless an alternative schedule is approved by the Commission (also see Section 6.15).

13.11 Modifications to Approved Dedication Arrangements

In the event the Town Council decides not to accept land designated for dedication to the Town, or in the event another approved dedication arrangement cannot be finalized, the Commission shall reanalyze the subject situation and determine the appropriate manner of fulfilling the open space, park or recreation requirements of these regulations.

13.12 Review of Preliminary Open Space, Park or Playground Plans

If questions arise regarding the provisions of this open space, park or playground dedication regulation, prospective subdividers are encouraged to review their preliminary plans with the Commission's staff. As appropriate, an informal review with Commission staff (as provided for in Section 5.1) or the referral agencies identified in Section 13.2 can be arranged.

Section 14.0 Bonding

14.1 Completion

The Commission may, with the advice of the Department of Public Works, prescribe the extent to which and the manner in which the streets shall be graded and improved and public improvements and utilities and services provided in connection with any subdivision plan, and may require that all or a specified portion of such work and installations be completed prior to the final approval of the plan. As provided in other provisions of these regulations, the Commission also may require driveway, drainage and other site work to be completed by the subdivider or bonded prior to the filing of the subdivision on the Land Records.

*Review
revise to
add
more
specific
completion
provisions
tied to
14.2
occupancy
etc.*

14.2 Filing

In lieu of completion of all or part of the required improvements, the Commission may require the subdivider to file with the Town a performance bond in accordance with the provisions of Article VI, Section C of the Zoning Regulations, in an amount and with terms and conditions satisfactory to the Commission, securing to the Town the actual cost of construction and installation of such improvements. The period within which required improvements shall be constructed shall be specified by the Commission and expressed in the bond. Said bond shall be satisfactory to the Town Attorney as to form, sufficiency and manner of execution.

14.3 Utilities

In the case of water mains, electric line, sewer mains, or other utilities to be installed by or for a public utility or municipal agency or authority, a statement from such agency that the work will be done within a specified time and at no expense to the Town may be accepted in lieu of a bond.

14.4 Extension of Completion Date

The Commission may extend the completion date for public improvements if written application is made by the subdivider for such extension. As a condition of such extension, the Commission may require an increase in the amount of the bond.

14.5 Partial Release

The Commission may authorize, if the Director of Public Works or his designee in his judgment determines that a substantial portion of the public improvements called for in the final plan approved by the Commission have been completed, one or more partial releases of a portion of the bond, the balance to be sufficient to guarantee completion of the public improvements.

14.6 Final Release

The Commission shall authorize final release of the bond, or any balance thereof, upon submission of a written statement by the Director of Public Works or his designee to the Commission certifying that all public improvements called for in the final plan have been completed and that the Town Council has accepted any new street or streets constructed in the subdivision, and that the subdivider has submitted as-built improvement and utilities maps to the Director of Public Works or his designee.

14.7 Maintenance Security

Prior to the release of the bond required in Section 14.2 herein, the subdivider shall present maintenance security equal to 10% of the full bond amount to guarantee for a period of one year all the improvements required by these regulations.

14.8 As-Built Plans

The subdivider shall cause to be prepared by his engineer as-built public improvements and utilities maps which show all public improvements and utilities as constructed and installed. Such maps shall be based on information provided by the Director of Public Works or his designee, utility companies, and the subdivider's engineer. As-built plans shall be on Mylar and filed in the office of the Department of Public Works.



Town of Mansfield



CURT B. HIRSCH
ZONING AGENT
HIRSCHCB@MANSFIELDCT.ORG

AUDREY P. BECK BUILDING
4 SOUTH EAGLEVILLE ROAD
MANSFIELD, CT 06268-2599
- (860) 429-3341

To: PZC / RRC, Gregory Padick
From: Curt Hirsch, Zoning Agent
Date: August 25, 2010

**Re: Real Estate – Directional signs
What do other towns do?**

Greg asked me to research the issue of Real Estate Directional Signs and how other area towns address these within their regulations. Specifically, this is looking at whether some form of directional signage is permitted at street intersections directing the public to a location where a property is being offered for sale or rent. Below are the results from seven area towns.

COLUMBIA Directional signs are not permitted.

COVENTRY One sign shall be allowed off-site for each parcel to be sold or rented, provided such signs (i) are used solely for directional purposes and/or for advertisement of the property for sale or rental; (ii) are located at intersections; (iii) are not located on Town or State property or rights-of-way; (iv) do not interfere with sight lines; and (v) do not exceed four (4) square feet in area.

GLASTONBURY Directional signs are not permitted.

MANCHESTER Directional signs are not permitted.

STAFFORD Directional real estate signs not exceeding three square feet are permitted. No apparent limitations on the location or number of directional signs are mentioned.

TOLLAND Directional signs are not permitted.

WINDHAM Directional signs for the prospective sale or rent of property may be placed at the intersection of a principal street or thoroughfare at reasonable distances away from the prospective site. Such sign shall not exceed two (2) square feet in area showing merely the identity of the listing agency, phone number and directional arrow.

